

**AMPNEY CRUCIS PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON  
THURSDAY 9<sup>th</sup> MAY 2024**

Present: Cllrs Jan Mills, Lis Courtown, Jacky Leadbeater, Ross Leadbeater, Nick Wright, Clint Grimmer  
 Presiding: Cllr Jan Mills  
 Clerk: Roz Morton  
 In attendance: Cllr Spivey (part), 4 Members of the public

No:	Item:
001 24/25	<b>To note apologies for absence</b> None
002 24/25	<b>To note declarations of interest &amp; gifts or hospitality given or rec'd</b> None
003 24/25	<b>To approve first business of the Annual Meeting of the Council</b>
3.1	To accept Declarations of Office - not applicable
3.2	To elect Chair <b>Resolution 01/24/25.</b> It was RESOLVED to elect Cllr Mills as Chair. Proposed Cllr Wright, seconded Cllr R Leadbeater, all in favour.
3.3	To elect Vice-Chair <b>Resolution 02/24/25.</b> It was RESOLVED to elect Cllr J Leadbeater as Vice-Chair. Proposed Cllr Mills, seconded Cllr R Leadbeater, all in favour.
3.4	To appoint Parish Council representatives The following representative were appointed: Village hall – Cllr J Leadbeater School liaison – Cllrs J Leadbeater & Cllr Mills Cricket Club – Cllr Grimmer
004 24/25	<b>To consider and agree to Co-opt and received declaration of office.</b> N/A Defer to the next meeting. <b>ACTION: Clerk to add to July Agenda</b>
005 24/25	<b>To approve minutes of the meeting held on 14<sup>th</sup> March 2024</b> <b>Resolution 03/24-25.</b> It was RESOLVED that the minutes of the meeting held on 14 <sup>th</sup> March were a true and accurate record of the meeting. Proposed Cllr R Leadbeater seconded Cllr Wright, all in favour.

<b>006 24/25</b>	<b>Matters arising from the meeting held on 14<sup>th</sup> March 2024</b>
6.1	Council calendar ACTION: Clerk to complete with dates for adopting polices, Annual Risk Register & regulations as required and circulate to Council.
<b>007 24/25</b>	<b>Matters arising from Annual Parish Meeting 9<sup>th</sup> May 2024</b> None.
<b>008 24/25</b>	<b>To receive reports from County and District Councillors</b> Cllr Spivey's reports were circulated and will be filed with these Minutes. Cllr J Leadbeater asked when Tesco roundabout would be reopened. Cllr Spivey confirmed that she was in communication with Highways and pressing for it to be done as soon as possible. A request for more communication from Highways to the general public regarding timings of works to take place was made. Cllr Spivey reported that there was no way to compel Thames Water to carry out the much promised upgrades to the AstP pumping station, but that she was continuing to press for it to be done.
<b>009 24/25</b>	<b>To receive questions from the Public</b> None.
<b>010 23/24</b>	<b>To agree councillors' responsibilities</b> Planning – Cllr Wright Highways – Cllrs Grimmer & R Leadbeater Playground – Cllr Mills
<b>011 24/25</b>	<b>To affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012</b> The Council has 6 elected members and the Clerk is CILCA qualified therefore is eligible to exercise the Power of General Competence.
<b>012 24/25</b>	<b>Financial matters</b>
12.1	To consider and agree to approve the year end accounts. <b>Resolution 04/24-25.</b> It was RESOLVED to approve the year end accounts as presented. Proposed Cllr Mills, seconded Cllr J Leadbeater, all in favour.
12.2	To receive bank reconciliations year end 31.03.24 Bank reconciliations were received and signed by the Chair.
12.3	To formally adopt statement of accounts for year ending 31 March 2024. <b>Resolution 05/24-25.</b> It was RESOLVED to formally adopt the statement of accounts as presented. Proposed Cllr Mills, seconded Cllr J Leadbeater, all in favour.
12.4	To approve statement of accounts and expenditure for the period 1 <sup>st</sup> April - 30 <sup>th</sup> April 2024 <b>Resolution 06/24-25.</b> It was RESOLVED to approve the statement of accounts as presented. Proposed Cllr Mills, seconded Cllr Courtown, all in favour.

12.5	<p>To approve Cil Statement for 2023 – 24 for publication on the website</p> <p><b>Resolution 07/24-25.</b> It was RESOLVED to approve the CIL statement as presented. Proposed Cllr Wright, seconded Cllr R Leadbeater, all in favour.</p> <p><b>ACTION: Clerk to publish the CIL statement on the website and send it to CDC.</b></p>
12.6	<p>To approve payments in the normal course of business</p> <p><b>Resolution 08/24-25.</b> It was RESOLVED to approve the payments as presented. A copy of which is filed with the minutes. Proposed Cllr Wright, seconded Cllr R Leadbeater, all in favour.</p>
12.7	<p>To note completion of the Annual Internal Audit.</p> <p>The internal audit was carried out by Mrs Vanessa Lawrence. There were three recommendations, copied below:</p> <ol style="list-style-type: none"> <li>1. Good practice to ensure Standing Orders &amp; Financial Regs are considered and aligned to the Council’s requirements.</li> <li>2. Risk Register needs to be reviewed annually</li> <li>3. Invoices need to be initialled to evidence they have been checked against the payment schedule. Spot checks should also be carried out by two Councillors to cross reference invoices against payments made.</li> </ol> <p><b>ACTION: Clerk &amp; Councillors to action the above.</b></p>
12.8	<p>To approve Section 1 Annual Governance Statement 2023 -24</p> <p><b>Resolution 09/24-25.</b> It was RESOLVED to approve Section 1 of the Annual Governance Statement 2023-24. Proposed Cllr Mills, seconded Wright, all in favour.</p>
12.9	<p>To approve Section 2 The Accounting Statements 2023 -24</p> <p><b>Resolution 10/24-25.</b> It was RESOLVED to approve Section 2 The Accounting Statements 2023-24. Proposed Cllr Mills, seconded Cllr R Leadbeater, all in favour.</p> <p><b>ACTION: Clerk to submit the AGAR to PKF.</b></p>
12.10	<p>To consider and agree to renew GAPTC membership for 2024/25 (£160.97)</p> <p><b>Resolution 11/24-25.</b> It was RESOLVED to renew membership of GAPTC. Proposed Cllr Wright, seconded Cllr Courtown, all in favour.</p>
12.11	<p>To receive an update on the status of the Barclays bank account.</p> <p>The £7.42 interest earned has been transferred to Lloyds. Once it is certain that there will be no more interest added, the account will be closed.</p>
<b>13 24/25</b>	<b>Planning Matters</b>
<b>13.1</b>	<p>To receive planning decisions:</p> <p>None at the time of publication.</p>
<b>13.2</b>	<p>To consider and agree response to the following planning applications:</p> <p><b>24/00678/LBC</b>   Replacement of single glazed wooden windows to rear and side elevations with appropriately designed slim profile double glazed windows   Malt Cottage 14 Ampney</p>

Crucis Cirencester Gloucestershire GL7 5RY - No Comment.

**23/03368/FUL/ 23/03369/LBC** | Change of use of existing residential and ancillary buildings, demolition of modern buildings and structures and erection of new buildings together with access, parking and landscape works, repair of existing listed and curtilage listed structures, all in association with the proposed new use of the site as a function/events venue location, including visitor accommodation and associated facilities (sui generis mix of uses) | Ampney Park Ampney Crucis Cirencester Gloucestershire GL7 5RY  
New details received. Response deadline 10<sup>th</sup> May.

The Council and members of the public discussed the new details received. These include a revised plan for the entrance to the venue. The Council considered the new plans and maintains their objection that the entrance is dangerous, has a severe impact on the highway and does not address the concerns of the Conservation Officer, and in fact are less in keeping with the curtilage of the listing building given the addition of an illuminated traffic island and a wider opening in the wall. The island would also appear to make accessing the farm gate much more difficult.

The issues of noise and access along the rear drive remain and the Council does not feel that the newly submitted information mitigates the previously held objections.

The Council would also urge those who have previously objected to look at the new information, and if their objections still stand to resubmit them.

**ACTION: Cllr Wright to draft an objection to be submitted.**

**24/00369/FUL** | Erection of replacement dwelling, detached garage, swimming pool and associated landscaping works | Little Acre Hilcot End Ampney Crucis Cirencester Gloucestershire GL7 5HG

New details received. Response deadline 14<sup>th</sup> May

The Council and members of the public discussed the new details received. The new details include the garage being made smaller, but it remains in the same position on the site, the house being made narrower but no lower and still include a large number of trees being removed.

The Council maintains the objection already submitted that the proposed development will be too imposing due to its height and will have a negative impact on the neighbouring listed building and the view from the surrounding public footpaths.

The application site is not level as stated in the application but drops away, the applicant made it clear at the public meeting that the intention is to build up the site to make it level thus increasing the overall height of the development.

The Council and residents of Hilcot End have raised concerns regarding the assumed sewer connections and ground water levels and would like to draw these to the attention of the relevant officer at CDC. Detailed explanations have been submitted by residents by way of objections and the Council would like to refer these to the drainage engineers at CDC.

The Council would like to draw to the attention of the Conservation Officer that a large number of trees have already been removed from the site, possibly since the Conservation

	<p>Officer went to site, and so assumptions made regarding screening in the Conservation Officer's report may already be undermined. The Council would like to request that the Conservation Officer revisit the site and view it from neighbouring properties to assess the impact it may have on them. The Council also has a concern that run-off from the garage roof will increase the flood risk to the neighbouring listed building.</p> <p>The proposed location for the drive makes it more dangerous as it moves it closer to the blind bend. The Council would like Highways to consider whether it is in a suitable location.</p> <p><b>ACTION: Clerk to submit the above objection.</b></p>
<b>13.3</b>	<p>To consider and agree response to tree work applications and note decisions:</p> <p>24/01045/TCONR   The proposal is to remove Ash tree T26   Land South Of Back Lane Ampney Crucis Gloucestershire – No Comment.</p> <p>24/01086/TCONR   T1 - Cherry - 1.5m overall crown reduction   41 Ampney Crucis Cirencester Gloucestershire GL7 5SF – NO OBJECTION</p> <p>24/00718/TCONR   Willow tree (T1) Repollard to previous pruning points. Poplar group x 6 (T2) Reduce back to previous pruning points. Sycamore group x 2 (T3) Remove all major dead wood and crown clean. Ash/Maple Group (G1 - Sketch 2) Coppice trees to height of the hedge, approximately 8ft   Ampney House Ampney Crucis Cirencester Gloucestershire GL7 5SA – NO OBJECTION</p> <p>24/00555/TCONR   Fell Beech to ground level   Ampney Park Ampney Crucis Cirencester Gloucestershire GL7 5RY – NO OBJECTION</p>
<b>14 24/25</b>	<b>Burial ground</b>
14.1	<p>Update on additional tree to be planted in the burial ground.</p> <p>The tree has not arrived yet. If it isn't in situ shortly then it will have to wait until autumn to be planted.</p> <p><b>ACTION: Cllr R Leadbeater to chase up delivery of the tree.</b></p>
14.2	<p>Update on works to the Lych Gate</p> <p>Date TBC.</p> <p>Cllr Mills mentioned that slabs need to be put down and the water butts re-sited and a new base installed on one of them. Cllr R Leadbeater agreed to look at those issues.</p> <p><b>ACTION: Cllr R Leadbeater to look at sorting out the above issues.</b></p>
<b>15 24/25</b>	<b>Village Matters</b>
15.1	<p>To receive update on playground matters including the gate and the Annual inspection report and to agree any actions.</p> <p>The inspection report included several recommendations for works to be carried out.</p> <p>Cllr Mills reported that she will paint the steps to the slide, has already painted some of the rusted parts identified, has checked the loose post and the picnic table and the surrounding fence.</p>

	<p><b>The following actions are required:</b></p> <p><b>CLlr Mills to obtain paint for the steps and carry out repairs.</b></p> <p><b>CLlr R Leadbeater to ascertain what remedial action is required to make the picnic bench safe and carry out repairs as necessary.</b></p> <p><b>Clerk to obtain bolt covers from Redlynch for the main play equipment.</b></p> <p><b>Clerk to obtain quotes to fix the skate park concrete.</b></p>
	<p>CLlr Mills reported that the playground inspection forms are kept by Tor and can be seen as required.</p>
15.2	<p>To receive update on the noticeboard &amp; shelter and agree next steps.</p> <p>The Clerk reported that permission to install a replacement board with shelter or some such is still outstanding, and Bromford &amp; Highways have been contacted.</p>
	<p><b>ACTION: Clerk to add to July Agenda.</b></p>
15.4	<p>To receive an update on VAS options and to agree the next steps.</p> <p>GCC have been less than forthcoming in agreeing to installing solar units in the current locations, however units such as the one we have requested are in situ in villages in South Oxfordshire.</p> <p>The Council discussed whether the primary objective is to slow traffic down or to gather data. Although both are useful, it was agreed that slowing traffic down was paramount. To that end the Clerk was instructed to get quotes for installing solar VAS units and investigating the possibility of a Community Speed Watch camera. The Council felt that it was important to get something in place (at the far ends of the village) as soon as possible.</p>
	<p><b>ACTION: Clerk to obtain quotes and relevant permissions and contact Bob Passmore regarding a potential camera site.</b></p>
15.5	<p>To consider and agree the request from AC Cricket club for £2,500 to purchase the roller for the ground.</p> <p>Mr Phil Gearing asked the Parish Council for £2,500 to purchase the remaining 50% of a roller that had been purchased by AC CC &amp; Poulton CC. He explained that Poulton CC no longer play at AC. Swindon Nomads play at the ground. The ground is used for village events.</p> <p>The Council considered the request.</p> <p>The Council asked for additional information on the Trust and the accounts and made the following requests, which once actioned will enable the Council to make a more informed decision as to the grant request:</p> <ol style="list-style-type: none"> <li>1. The Trust appoints at least 4 Trustees plus a Parish Council Trustee and send a copy of the up to date Deed to the Clerk.</li> <li>2. The Cricket Club sends the Council a copy of their accounts.</li> <li>3. The Cricket Club considered becoming a charity or official recognized body.</li> <li>4. The Trust ascertains if it should be registered with HMRC and registered if necessary.</li> </ol>
	<p><b>ACTION: Clerk to add to July Agenda for further discussion.</b></p>

15.6	<p>To consider and agree to get costs for installing setts along the Village Street to protect the footpath from further erosion.</p> <p>Cllr Courtown asked the Council to reconsider installing setts along a section of the main street to protect the verge and footpath and stop the pavement from eroding. The Council agreed to consider this and to look at costs.</p> <p><b>ACTION: Clerk to contact Glos Highways to request a quote and potential 50/50 split.</b></p>
15.7	<p>To receive an update on information about WW1 veterans to go on the AC Village website. The Council has received a fabulous archive of information on WW1 veterans along with a request to put the information on the website. The Council agreed that the Clerk should add the information to the website.</p> <p><b>ACTION: Clerk to make efforts to obtain high-resolution copies of the information and add it to the website.</b></p>
15.8	<p>To receive an update on the Ampney Times</p> <p>Cllr J Leadbeater reported that she had posted out 40 copies of the AT to outlying houses with a letter asking if anyone still wanted to receive copies by post. No responses have been received so it was agreed to no longer deliver to these addresses as the information is all online and copies of the AT are available in the church &amp; the Crown.</p> <p><b>ACTION: Clerk to reduce the number of copies printed by 40 to 460.</b></p>
<b>16 24/25</b>	<b>To receive correspondence</b>
16.1	<p>Regular news updates from GCC &amp; CDC</p> <p>Noted.</p>
<b>17 24/25</b>	<p><b>Any other business:</b> to discuss minor matters, not included elsewhere on the agenda, or matters received after the publication of the agenda. Not an opportunity for debate and decision making.</p> <p>Cllr Mills will attend the RIAT residents briefing on 15<sup>th</sup> May.</p> <p>Cllr Mills is not able to attend the Remembrance Service this year, Cllr Courtown agreed to lay the wreath for the Parish Council.</p>
<b>18 24/25</b>	<p><b>Date and time of next meeting.</b></p> <p>11<sup>th</sup> July 2024 at 7.15pm.</p>

There being no further business, the meeting closed at 9.35pm.